

Fiscal Year	Number of Impressions Produced by P & RD through the Use of Mimeograph, Multilith, Davidson, Letterpress, Ditto, Offset	Number of Impressions Produced by GPO for P & RD by Letterpress and Offset	Number Prints Produced by P & RD through the Use of Photostat, Ozalid, Microtronics, M & A, Graphics, Color Lab and 8 X 10 Enlarging
1954 (Through 5 June)	101,230,791	33,000,000 (No reports available - this figure is an estimate only)	2,501,509
1953	99,122,592	33,442,178	2,646,535
1952	87,237,556	27,035,632	2,366,209
1951	81,235,101	21,773,616	1,517,378
1950	63,198,622	21,205,353	905,340
1949	55,043,794	1,416,527	449,683
1948	28,852,486	529,639	308,913

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RECORDS CREATION - ESTIMATED VOLUME - FY 1954

<u>SOURCE</u>	<u>VOLUME</u>	<u>EQUIVALENT NO. OF CABINETS</u>	<u>COST OF CABINETS</u>
Printing and Reproduction	136,732,300	9,766	\$2,324,308.
Stationery	21,760,000	1,554	\$ 369,852.
Cables	2,737,500	195	\$ 46,410.
Routing and Record Sheet	1,852,000	132	\$ 31,416
FI Reports	4,297,548	306	\$ 72,828.
OO Reports	3,264,000	233	\$ 55,454.

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RECORDS CREATION

Form No. 51-10, Routing and Record Sheet

Forms Used

<u>Year</u>	<u>Number</u>
1946 - 47	120,000
1947 - 48	250,000
1948 - 49	191,000
1949 - 50	758,000
1950 - 52	1,433,000
1952 - 53	1,470,450
Feb. '54 - Aug. '54	1,080,450
Average per month - Feb. '54 - Aug. '54	154,350

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FORM NO. 36-271
1 NOV 53

FILE BACKING SHEET

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COST ESTIMATE - FORMS

Total estimated printing and reproduction
costs - Fiscal Year 1956 \$260,000.

Estimated annual amount spent to print or
reproduce 1,300 standardized forms
(55% of total printing cost) \$143,000.

Estimated annual cost of producing 26,000
non-standardized "bootleg" forms \$715,000.

Total estimated annual production cost
(10% of total costs) \$858,000.

Estimated annual cost of forms utilization
(manpower, supplies, equipment, space,
etc.) (90% of total forms cost) \$7,722,000.

GRAND TOTAL - Annual Agency Cost of Forms \$8,580,000.

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